

May 19, 2003

TO: Board of Selectmen, Sewer Commissioners

FROM: Walter Foster, Chairman

SUBJECT: Selectmen and Sewer Commissioners Report

May 19, 2003
MEETING BEGINS AT 7:00 P.M.

I. CITIZEN'S CONCERNS

II SEWER COMMISSIONER'S BUSINESS

1. **RATE SETTING FOR MAY** – Enclosed please find recommendations and staff comments for Board consideration.

III. PUBLIC HEARINGS & APPOINTMENTS

2. **7:15 SITE PLAN SPECIAL PERMIT #02/19/03-388 AUTOPLEX, 60 POWDER MILL ROAD, -** Enclosed please find materials in the subject regard.
3. **7:30 SITE PLAN SPECIAL PERMIT #03/20/03-389 25 POWDER MILL ROAD LLC,** Enclosed please find materials in the subject regard.
4. **7:45 PALMER PROPERTY, Ch. 61 LAND OFFER** – Enclosed please find a notice from the Palmer Family Realty Trust seeking Board determination regarding the Town's right of first refusal on the subject property for Board consideration.

IV. SELECTMEN'S BUSINESS

5. **NARA BEACH FEE** — Enclosed please find a request to allow the purchase of a NARA Beach pass at the preseason cost, for Board consideration.
6. **DOG LICENSE LATE FEE** – Enclosed please find a request from Mr. Desimone for abatement of the Late Fee for a dog license for Board consideration.
7. **REQUEST FOR FUNDING FROM THE GEORGIA WHITNEY FUND** – Enclosed please find a request for \$1,000 from the G. Whitney Fund to help with the funding for the Robert Creeley Day Poetry program.
8. **MBTA DISCUSSION** – Enclosed please find correspondence related to the MBTA Draft Program for Mass Transportation (PMT) and the Board's representation to the Advisory Committee, for Board consideration.

9. OTHER BUSINESS

V CONSENT AGENDA

10. **ONE DAY LIQUOR LICENSE** – Enclosed please find a request for a One-Day Liquor License for the Acton Family Network Barbecue at NARA, for Board consideration.

11. **ONE DAY LIQUOR LICENSE** – Enclosed please find a request for a One-Day Liquor License from Dewi Win for a 40th Birthday at NARA, for Board consideration.
12. **ONE DAY LIQUOR LICENSE** – Enclosed please find a request for a One-Day Liquor License for a wedding reception at 33 Weatherbee Street, for Board consideration.
13. **ACCEPT GIFT** – Enclosed please find a list of donors and donations to the Conservation Trail Guide for Board consideration.
14. **ACCEPT GIFT** – Enclosed please find a request from the Citizens' Library for acceptance of a gift from the Citizens Library Auxiliary, for Board consideration.
15. **ACCEPT GIFT** – Enclosed please find a request from the Citizens' Library for acceptance of a gift from the Ms. Wissell, for Board consideration.
16. **ACCEPT GIFT** – Enclosed please find a request from the Friends of the Arboretum, Inc. for Board acceptance of an American Beech in Memory of Franklin Charter, for Board consideration.
17. **ACCEPT GIFT** Enclosed please find donations totaling \$275.00 to the Elizabeth White Fund in memory of Patti Sanford for Board action.

VI. TOWN MANAGER'S REPORT

18. **FY03 BUDGET AND REVENUE STATUS REPORT** – The Town Manager will report to the Board concerning the current status of revenues and expenses for FY03.

VII EXECUTIVE SESSION

There will be a need for Executive session to discuss the enclosed materials.

ADDITIONAL INFORMATION

Enclosed please find additional correspondence that is strictly informational and requires no Board action.

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This IS NOT a complete Agenda.

June 2 – Liquor Violation –
Site Plans 2 Craig Road and 816 Main Street
June 23 Acton Assisted Living LLC – Site Plan second phase
July 14
August 14
Sept. 8 & 22
October 6

GOALS 2002-2003

1. Labor Negotiations & Improve Labor Relations environment (Peter/Trey)
2. Improve Communication with Town Boards (Peter/Trey)
Implement Chairman Round Table - (Trey) *(for Dec/Jan)*
Revisit 2020 Planning Process for direction to make this process more beneficial towards Implementation of long-term vision (Trey).

3. Towne Building Reuse (Walter/Dore'/Peter)
4. ALG process be used for purpose of Budget Planning for FY04 (Walter/Trey)
5. Residential and Commercial Growth (Walter/Pam) (*PCRC EDC – Continuing to meet*)
6. Open Space and Recreation Plan (Peter/Walter) Completed
7. Health Insurance Trust Agreement (Peter) (*Peter still working on getting comments from Water District.*)
8. Decision on Pentamotion Accounting System (Dore'/Peter) (*Proposals are being looked at by staff*)
9. Process Planning for "Life after NESWC" (Pam/Peter) (*John Murray is looking at this*)
10. Joint IT process-organizational change (Walter/Dore') (
11. Implement an on-going Public Relations campaign regarding budgetary situation (Trey/Walter) (*ALG put plan in place A/B*)
12. Provide looking at salary levels in the organization, include liaison with Personnel Board (Trey /Peter) (*Need to look at budget*)
Based upon results of Salary Survey, conduct a through review of current salary levels (Trey/Peter) (*Need to look at budget override for Operating budget*)
13. Broader community interface with Emerson Hosp.- Board of Health to take elder issues on (Pam)
14. Recreational field lack of space, prison land etc. (Walter)
15. Middlesex Pension alternatives (Walter)

GOALS carried forward

16. Public Safety Facility (Dore'/Trey)
17. Determine future of Vaillancourt House - 17 Woodbury Lane. (Pam) (*No dialogue thus far as budgets have had the bottom fallout, Historical Commission issue and seek suggestions*)

Goals 2003-Selectmen folder